

United States Embassy, Dhaka, Bangladesh
Message for U.S. citizens
Off-site Pass back of U.S. Passports and Consular Reports of Birth Abroad

June 8, 2014

Effective July 6, 2014, rather than collecting your passport or Consular Report of Birth Abroad (CRBA) from the Embassy, customers will retrieve their passports or CRBAs from Saimon Overseas Ltd. Customers will have the advantage of Saimon's expanded hours for picking up their passport or Consular Report of Birth Abroad (Sunday-Thursday between 9am-3pm and Saturday between 9am and 1pm). Saimon Overseas will charge a nominal service fee of 300 taka plus 15% VAT.

Saimon Overseas Ltd. office is located at:

Saimon Centre (Ground Floor)
House 4A, Road 22
Gulshan 1, Dhaka 1212

Their phone number is 9893964. Their website is saimongroup.com.

For customers whose passports or CRBAs *will be ready for pickup* on or after July 6, you will receive an email from the Embassy advising you to go to Saimon Overseas Ltd. Passports and CRBAs that are available before July 6 will be collected from the Embassy.

As always, a parent may pick up passports or CRBAs for their child without additional authorization – the minor does not need to come in person. Parents should plan to bring to Saimon their photo identification (such as a passport, driver's license, or national ID) as well as the signed receipt you receive at the interview. However, to allow another adult, even a spouse, to pick up a passport or CRBA on your behalf, you will need to fill out the authorization form (available at [Saimon Overseas Ltd.](http://SaimonOverseasLtd.com) and on the Embassy website) to authorize that person. That person should bring the form, their identification, and the signed Passport or CRBA receipt with them to Saimon Overseas Ltd.

American Citizens Services
U.S. Embassy
Dhaka, Bangladesh